



Deputy County Attorney or Senior Deputy County Attorney Yellowstone County Equal Opportunity Employer



*Yellowstone County encourages applications from diverse candidates
and candidates who support diversity.*

Posting Date: July 8, 2019

Department: County Attorney

Deputy County Attorney

Grade: I

Salary: \$62,000.00 per year

Senior Deputy County Attorney

Grade: K

Salary: \$66,844.94 up to \$83,556.17 per year DOQ*

* To be adjusted per county salary matrix on July 1.

* May Include statutory mandated longevity

Hours: Monday – Friday, 8:00 a.m. – 5:00 p.m.*

FLSA: Exempt

*Must be available to work over 40 hours upon request

Applications must be submitted by 5:00 p.m. on JULY 26, 2019

FUNCTION:

Full-time position which performs a wide variety of routine to complex criminal prosecution and/or litigation duties in the State and Federal court systems including misdemeanor and felony criminal violations, youth court, and child abuse and neglect matters; does related duties as required.

REQUIRED – DEPUTY COUNTY ATTORNEY:

- Juris Doctorate;
- Must be a member of the Montana State Bar or will be taking the bar exam in July 2019 with admission to the bar in Fall 2019.

REQUIRED – SENIOR DEPUTY COUNTY ATTORNEY:

- Juris Doctorate; must be a member of the Montana State Bar;
- Minimum of two (2) years of criminal prosecution and trial experience as a Deputy County Attorney or two (2) years' experience practicing law including civil litigation, criminal litigation and/or local government law; **or** any equivalent combination of experience and training totaling six (6) years;
- Demonstrated ability to litigate and try cases and effectively handle a demanding caseload.

Job description available upon request.

TO APPLY:

Submit by 5:00 pm on July 26, 2019:

1. **County application**
2. **Letter of interest**
3. **Resume**
4. **Names, addresses, and phone numbers of three (3) employment-related references**
5. **Writing sample**

If you submit your materials online, please call Human Resources to ensure all documents were received.

To: Human Resources, Room 106, Yellowstone County Courthouse or to Montana Job Service, 2121 Rosebud Drive, Billings, MT. **Late or incomplete materials will not be considered.**

Download application at www.co.yellowstone.mt.gov

Applicants who require special accommodation due to disability should contact the Human Resources Office at 256-2705. **NOTE:** If this position becomes available within 90 days the same applicant pool may be considered.